OTR NOTICE No. 12-68

11 July 1968

SUBJECT

: Appointments to the Office of Training Career Service Panel

25X1A

REFERENCE:



1. Effective 15 July 1968 the OTR Promotion Panel will be redesignated as the Training (ST) Career Service Panel. The following officers are appointed members of the Panel:



25X1A9a

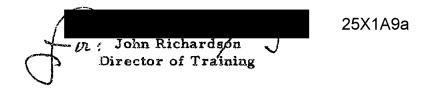
2. Miss

Personnel Branch, will serve as Secretary 25X1A9a

- to the Panel.
 - 3. The Panel will meet monthly and will be responsible for:
 - a. The monthly review of promotion recommendations for members of the Training Career Service in grades GS-03 through GS-08.
 - b. The competitive evaluation and ranking for promotion of ST careerists in grades GS-09 and GS-10. This normally will be accomplished during the month of January. Rankings will be submitted to the Director of Training for appropriate action.
 - c. The review of recommendations for Quality Step Increases for personnel in grades GS-03 through GS-10.
 - d. The review of Field Reassignment Questionnaires and career plans submitted by personnel in grades GS-03 through GS-10 and the formulation of recommendations to the DTR for their reassignment, training, and career development.

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4. All promotion recommendations should be addressed to the Chairman, Training Career Service Panel. Recommendations for QSIs should be addressed to the Director of Personnel with a concurrence line for the Director of Training.



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